

# Respite Service - Family Member



# What is Family Member Respite Service (vouchered respite services)?



- ❖ A service allowing families to procure their own respite services by:
  - Selecting, training, and supervising their own respite worker(s)
- ❖ VMRC pays the Family Member Respite Provider for the amount of respite authorized by the Planning Team
  - The Family Member Respite Provider, in turn, pays their respite worker(s) for providing respite care



# Respite Service- Family Member

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Respite Service - Family Member has had many regulatory requirements that Valley Mountain Regional Center (VMRC), like other Regional Centers, has not enforced



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Additionally, there have been recent regulatory changes that go into effect in December 2004



# How will this affect me?

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- ❖ Every family respite vendor must comply with all of the regulatory requirements by December 2004
- ❖ Family respite vendors are subject to audit of their records by VMRC beginning January 2005

# What will be expected of me?



- ❖ You must have a Social Security Number or a Tax ID Number
- ❖ You must keep certain written records on your respite workers, including verification that you paid them:
  - Cancelled check, receipt or other documentation
- ❖ Must withhold and pay applicable federal, state and local taxes and, where appropriate, applicable worker's compensation insurance

# What will be expected of me?



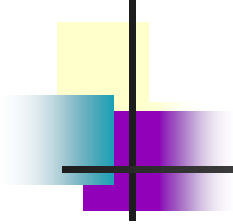
- ❖ Cannot bill for more hours than are authorized
- ❖ Cannot pay yourself to be the actual person providing the service
- ❖ Must hire a respite worker who is at least 18 years of age, qualified to provide the respite, and legally able to work in the United States
- ❖ You must keep all of your written records for up to five years after you no longer receive respite

# What will be expected of me?



- ❖ Must make all records available during an audit by VMRC
- ❖ If you are found to be out of compliance by the audit, you may be expected to pay back respite money paid to you by VMRC





# VMRC offers an alternative service to meet your respite needs

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- ❖ Allows you to continue selecting and scheduling your own respite worker(s)
- ❖ You will no longer be responsible for withholding applicable taxes and worker's compensation insurance
- ❖ You will no longer be subject to an audit by VMRC